

1. REQUIRED SUPPLEMENTAL QUESTIONS

The responses you provide to these Supplemental Questions will be used in combination with your application to determine whether you meet the qualification requirements and/or your final score. Failure to provide detailed and complete information may result in your application being rejected or receiving a lower score. Please **do not** submit a resume in place of completing the Supplemental Questions.

In general, proof of education obtained from and/or submitted through the internet will not be accepted.

Education obtained outside the United States must be comparable to education earned at an accredited school in the United States. We also reserve the right to request further information about your academic program, evidence of comparability, or an original transcript.

To receive credit for substitute, on call or volunteer experience, applicants should submit an official letter of verification. The letter should include the job title, employment dates, number of hours worked, a description of the duties performed, and a contact name and phone number.

Any information you submit may be verified. Supporting documents must be submitted within five working days of the filing of your application.

When applying for this position, I understand that I must thoroughly complete the Education and Work Experience sections of my application and the Supplemental Questions. This includes a detailed description of each position that I feel qualifies me for the job I am seeking.

I have read the above statement and understand that failure to provide sufficient detailed information may result in my application being rejected or my receiving a lower examination score. I also understand that I may not submit resumes in lieu of filling out the application or answering the Supplemental Questions. However, I may attach a resume to the application to provide additional information.

Applicants must meet all the requirements for the position seeking as of the date of the application, unless otherwise specified. In general, concurrent experience and/or education will not be double credited unless otherwise specified. Possession of the required amount of experience will not in and of itself be accepted as proof of qualification.

_____ **Please Initial to acknowledge** that you read and understand the above information.

2. CLASS SPECIFICATIONS and MINIMUM QUALIFICATION REQUIREMENTS

A link to access the complete Class Specifications and Minimum Qualification Requirements was provided in the vacancy announcement.

_____ **Please Initial to acknowledge** that you have accessed and read the complete Class Specifications and Minimum Qualification Requirements via the link provided in the vacancy announcement.

Supervising Boiler Inspector – Oahu, 15-028

Print Name

Signature

Date

3. EDUCATIONAL REQUIREMENT:

Graduation from high school or its equivalency.

☐ Yes ☐ No

4. EXPERIENCE REQUIREMENT:

A. Do you have at least three (3) years of work experience at a journey level or the equivalent as described below?

1. In high pressure boiler or pressure vessel construction or repair?

☐ Yes ☐ No

If Yes, on a separate sheet, identify each experience you would like us to consider. **All employers listed should also be listed on your application. Any information you submit may be verified.**

Describe in detail your specific duties in the construction and/or repair of high pressure boiler and/or pressure vessels. Include the following information:

- Name of employer, dates of employment, and your job title in which experience was gained.
- Description of this employer, services provided and clientele served. Was this a federal, state or private company/office?
- What was the **primary function** of your position?
- What were your **major** duties and responsibilities?
- For what purpose was the equipment constructed?
- Describe your specific responsibilities in the construction or repair process.
- Describe the complexity of repairs done on the equipment.
- What was your **skill level** in this position (e.g. apprentice/helper; journey worker; supervisor)? How long were you at this level?

2. As an operating engineer in charge of high pressure boiler operations?

☐ Yes ☐ No

If Yes, on a separate sheet, identify each experience you would like us to consider. **All employers listed should also be listed on your application. Any information you submit may be verified.**

Describe in detail your specific duties as an operating engineer in charge of high pressure boiler operations. Include the following information:

- Name of employer, dates of employment, and your job title in which experience was gained.
- Description of this employer, services provided and clientele served. Was this a federal, state or private company/office?
- What was the **primary function** of your position?
- What were your **major** duties and responsibilities as an operating engineer?
- Were you also responsible for the maintenance and repair of the equipment?
- What was your **skill level** in this position (e.g. apprentice/helper; journey worker; supervisor)? How long were you at this level?

3. As an inspector of high pressure boilers or pressure vessels?

☐ Yes ☐ No

If Yes, **on a separate sheet**, identify each experience you would like us to consider. **All employers listed should also be listed on your application. Any information you submit may be verified.**

Describe in detail your experience in conducting inspections of equipment and quality control systems. Include the following information:

- Name of employer, dates of employment, and your job title in which experience was gained.
- Description of this employer, services provided and clientele served. Was this a federal, state or private company/office?
- What was the **primary function** of your position?
- What were your **major** duties and responsibilities?
- What specific kinds of equipment and systems did you inspect?
- What did you look for?
- How did you determine compliance with laws, codes, rules, regulations and standards?
- What kinds of recommendations and/or corrective actions did you propose?
- What action did you take if you found equipment/employer to be in non-compliance?
- What was your **skill level** in this position (e.g. apprentice/helper; journey worker; supervisor)? How long were you at this level?

B. Do you have at least one (1) year of boiler inspection experience comparable to Boiler Inspector in the State service?

☐ Yes ☐ No

If Yes, **on a separate sheet**, identify each experience you would like us to consider. Include the following information:

- Name of employer, dates of employment, and your job title in which experience was gained.
- Description of this employer, services provided and clientele served. Was this a federal, state or private company/office?
- What was the **primary function** of your position?
- What were your **major** duties and responsibilities?
- Describe the safety inspection methods and techniques used.
- Describe the investigation methods and techniques used.
- Describe your knowledge of occupational safety and health laws and codes, and rules and regulations pertaining to the design, construction, installation, maintenance and operation of boilers, pressure vessels and other related equipment.
- Which laws, codes, rules, regulations and standards did you worked with?
- Describe in detail your experience in preparing written reports.

C. SUPERVISORY APTITUDE

Identify the employer and provide a detailed description of the duties you performed which demonstrated your supervisory aptitude or potential (e.g., involvement in planning, organizing, and directing the work of staff, etc.)

5. SUBSTITUTION FOR EXPERIENCE

Are you substituting education for experience as described in the Minimum Qualification Specifications?

☐ Yes ☐ No

If **Yes**, you must submit a legible copy of your degree or official transcripts.

6. LICENSE REQUIRED

I understand if appointed to the position, I must possess a valid driver's license at the time of the appointment.

_____ Please Initial to acknowledge

7. COMMISSION REQUIRED

Applicants must meet the eligibility requirements for a commission from the State Department of Labor and Industrial Relations to conduct inspections of boilers. Such commission must be acquired within the probationary period following appointment to the position.

_____ Please Initial to acknowledge

8. ADDITIONAL INFORMATION

Do you have any other information related to this position that you would like us to consider?

☐ Yes ☐ No

If **Yes**, submit with your application.

9. How did you hear about this position? (optional)